

DEVELOPMENT CODE

ARTICLE 151. 20 **ARCHITECTURE AND DESIGN REVIEW**

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Section 151.20.001

Purpose

The purpose of the Architecture and Design Review Article is to promote reasonable and context-sensitive site and building design standards for certain types of development including commercial, industrial and certain multi-family development. Design is a term that is used to describe the image and character of the city's built environment and includes both site and building architectural considerations. The Architecture and Design Review Guidelines will offer opportunities to create aesthetically pleasing and diverse building forms and site developments that compliment the visual, physical, social, and functional components of Sierra Vista.

The Architecture and Design Review process will assist private developers in evaluating and implementing public concerns regarding the aesthetics of development. It will ensure that new development does not have an adverse aesthetic, health, safety, or architecturally related impact upon existing adjoining properties, or the City in general.

Section 151.20.002

Architecture and Design Review Required

- A. The design of buildings and sites shall conform to this Article and to the overall intent of the adopted Architectural and Design Guidelines except as exempted herein.
- B. Architecture and Design Review shall be required for all new development located in any multi-family, commercial, or industrial zone and shall regulate:
 - 1. The exterior structural and architectural features of buildings or other structures, except as provided by *Section 151.20.004*.

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2. The exterior structural and architectural features visible from a public street or public area, including color and materials, of all exterior alterations or additions to existing buildings, except as provided by *Section 151.20.004*.
3. Site development that is associated with any new development, including Recreational Vehicle and Mobile Home Parks (clubhouses, meeting areas, etc.) except as provided by *Section 151.20.004*.
4. Site development improvements that involve the addition of 25 percent or more parking stalls to an existing parking area. (Shall apply to the new parking area and the existing parking areas to the extent reasonably feasible.)
5. Exterior commercial, multi-family and industrial wall- and ground-mounted signage that is regulated by *Article 151.10*.

Section 151.20.003

Review Authority

- A. For all proposed projects requiring Architecture and Design Review, the Director shall act as the decision-making authority for building design.
 1. Architecture and Design Review performed by the Director shall be considered administrative review and shall not require public notice or hearing.
- B. The Development Review Committee (DRC) shall be the decision-making authority for the site-related design components of a project (see applicable policy for additional DRC authority).

Section 151.20.004

Limitations on Design Review

- A. Architecture and Design Review shall not be required for the following (though all other applicable Development Code provisions apply):
 1. The interior designs of buildings.
 2. Any of the following use types:
 - a. Single-Family Residential Development
 - b. Multi-Plex (4 units per lot or less) Residential Development

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- c. Townhouse Residential Development
- 3. Minor additions or alterations to commercial and industrial development as determined by the City.

Section 151.20.005

Pre-submission Architecture and Design Review Process

For all proposed development that requires Architecture and Design Review, a pre-submission meeting shall be held. Application shall be made on an Architecture and Design Review Pre-Submittal meeting form.

This meeting is intended to provide early feedback regarding the proposed building and site design compliance with the Guidelines. Pre-submission meeting submittal requirements shall be as indicated on the application form, but should generally include sufficient information to enable staff to determine whether the design complies with the Guidelines.

Recommendations shall be provided to the applicant regarding the proposed design and site layout but no final or binding decision shall be issued until such time as a formal submittal of plans is provided.

The pre-submittal meeting may be combined with the required site plan pre-submittal meeting if desired.

Section 151.20.006

Submittal Requirements

The application for Architecture and Design Review shall include:

- A. Application form signed by owner or, if applicable, agent (letter of agency required).
- B. Exterior elevations – 1/8 inch minimum scale. Elevations shall include:
 - 1. Materials, details, and features (including plumbing and electrical meter locations, other mechanical equipment, and methods of concealment, etc.). (Elevations should not include superimposed landscaping or trees.)
 - 2. Heights scaled and identified.
 - 3. All sides of the building with north/south/east/west directionals identified.
 - 4. Roof plan (if needed to indicate proposed mechanical equipment and required screening).

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- 5. Colored elevations will be required prior to final architectural approval but are not required for initial submittal.
- C. Additional information may be submitted to clarify issues, as determined by the applicant. Such information could include perspective drawings, color renderings, paint chip or material samples, computer-generated prints, etc.
- D. Site Plan indicating conformance with both the design requirements and with the applicable elements of *Article 151.18, Site Plans* section of the Development Code. A preliminary site plan is sufficient at this stage provided the information provided enables staff to determine compliance with site-related design guidelines.

Section 151.20.007

Action by Decision-Making Authority

- A. The decision-making authority may take the following actions relating to any application for Architecture and Design Review pursuant to this Article:
 - 1. Granting Approval. An application may be approved provided it is determined that it meets the provisions of this Article and the overall intent of the Architectural and Design Guidelines.
 - 2. Granting Conditional Approval. An application may be conditionally approved, in coordination with the applicant, provided the application and conditions in combination meet the provisions of this Article and the overall intent of the Architectural and Design Guidelines.
 - 3. Denial of Application. An application shall be denied if it does not meet the provisions of this Article and the overall intent of the Architectural and Design Guidelines. In such event, the reasons for the denial shall be stated in writing to the applicant and every effort to work with the applicant to resolve the issues shall be undertaken.
- B. A building permit shall not be issued until the Director has approved the building design components of the development and the DRC has approved the site plan and site-related design components of the project.

Section 151.20.008

Appeals

Any action of the Director carried out pursuant to this Article may be appealed as provided by *Article 151.30*.

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Section 151.20.09

Effect

No temporary or final certificate of occupancy permit shall be granted unless all requirements and any conditions of the Architecture and Design Review approval have been completed. The colors, materials, building design and signs, as applicable, shall be established and maintained in accordance with the approved plans unless approval to the contrary is granted by the Director.

Section 151.20.010

Failure to Comply with Approval or Conditions

Failure to comply with any of the terms or conditions of an Architecture and Design Review approval shall constitute a violation of this Code subject to the *Article 151.32 Violations and Penalties*.